

**Dolphin School (Incorporating Noah’s Ark Nursery Schools)**

**APPLICATION FORM**

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| **Job Title:** |
| **PERSONAL DETAILS** |
| **Mr/Mrs/Miss/Ms: \_\_\_\_\_ Surname: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Forenames: \_\_\_\_\_\_\_\_\_\_\_\_\_**   |  | | --- | | **Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Postcode: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **National Insurance Number: \_\_\_\_\_\_\_** |  |  | | --- | | **Telephone: Day: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Evening: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Email address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |   **DfE Reference Number (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Do you have Qualified Teacher Status (QTS) (if applicable)? Yes No**  **Are you eligible to work in the UK? Yes No**  **Do you require a work permit to work in the UK? Yes No**  **If yes, please provide date of expiry.**    **If you are disabled, would you require any assistance at the interview? Yes No**  **Are you related to any member of the Governing Body? Yes No**  **If yes, please give details:**  **Please tell us where you heard about this job vacancy or where you saw it advertised:** |
| **Kindly state your level of proficiency in English:**  **First Language Bilingual Advanced Intermediate** |
| **APPLICATION TO BE RETURNED TO:**  **Dolphin School (Incorporating Noah’s Ark Nursery Schools)**  **106 Northcote Road**  **Battersea**  **SW11 6QW Tel: 020 7924 3472** |

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| **QUALIFICATIONS** | |
| **DATES:** | **Universities, Colleges or Secondary Schools attended – starting with the most recent:** |
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| **DATES:** | **University degree and post-graduate qualifications with grades/awards (including PGCE/Teaching Qualification), A Level (or equivalent), GCSE (or equivalent)- in chronological order.** (Please continue on a separate sheet, if necessary). Please Note: You will be required to provide evidence of any academic qualifications stated where they are relevant to your appointment. |
|  | University and Postgraduate:  A Level (or equivalent):  GCSE (or equivalent): |

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| **FURTHER COURSES/TRAINING** | | | | |
| **DATES:** | **Name & address of Institute/Training body** | **Name of course** | **Areas covered** | **Results/certificates/**  **qualifications gained** |
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| **SUPPORTING STATEMENT** |

**Your application should be supported by a letter of not more than three sides of A4 (Arial 12pt), addressing the criteria in the person specification for this post relating to the role detailed in the job description.**

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| **WORKING IN A CHRISTIAN SCHOOL** |

**We ask that all staff should support the values, ethos and philosophy of a Christian school and would expect staff to make a positive contribution to the development of that Christian ethos.**

**We expect our teachers to demonstrate a clear commitment to the Christian ethos.**

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| **If you are a practising member of a Christian Church, please give details:**  Denomination:  Place of Worship:  Address:  Diocese (if applicable): |

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| **If possible, please give the name of a parish priest, minister or pastor from whom a reference may be sought:**  Name:  Address:  Email Address:  Telephone Number: |

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| **Please provide a short statement on why you are interested in working in a Christian school** |
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| **REFEREES** | |
| **Referee No. 1**  **Your current/most recent employer or your Head/Principal** | **Referee No. 2**  **A previous employer/other relevant referee (someone who knows you in a professional or training /education context)** |
| **Name:**  **Job Title:**  **Address:**  **Telephone No:**  **Fax No:**  **Email address:**  **Relationship to you:** | **Name:**  **Job Title:**  **Address:**  **Telephone No:**  **Fax No:**  **Email address:**  **Relationship to you:** |
| **Please note that Referees will be contacted as part of the shortlisting process.**  **Only candidates who are shortlisted will be contacted by the school.** | |
| **PLEASE USE THIS SPACE TO TELL US ABOUT YOUR CURRENT OR MOST RECENT RELEVANT WORK (PAID OR OTHERWISE)** | |
| **Name of employer:**  **Address:**  **Postcode:**  **Telephone No:**  **Date Started:**  **Date left (where applicable):** | **Post Held and Subjects/Age groups taught/duties:**  **Current Salary:**  **What is your notice period?**  **Reason for leaving/wishing to leave:** |

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| **PREVIOUS EMPLOYMENT** | | | | |
| **Please give details of your full employment history. Also, please detail any periods of unemployment and unpaid/voluntary work. Continue on a separate sheet if necessary. Please start with the most recent first.** | | | | |
| **Dates**  **From**  **To** | **Name and address of organisation** | **Telephone and contact** | **Job/Role and brief description of main duties** | **Reason for leaving** |
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| **CRIMINAL CONVICTIONS** |

**The post for which you have applied is exempt from the provisions of Section 4(2) of the Rehabilitation of Offenders Act 1974, by virtue of the Rehabilitation of Offenders Act (ROA) 1974 (Exemptions) Order 1975. Therefore, you are required to provide full details of all convictions, cautions and bind-overs including those regarded as spent under the ROA, and any pending prosecutions.**

**Under arrangements for the protection of children, we will check with the police about the existence and content of any criminal record. This is a Disclosure and Barring Service (DBS) check. Police checks will only be made on the successful applicant. Failure to declare a conviction, caution, bind-over or a pending prosecution, may disqualify you from appointment or result in summary dismissal.**

**Please answer the following:**

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| Have you previously used, or do you currently use, any other surname(s)? Yes No  If YES, state the other surname(s).  Do you or any other members within your household have any criminal records to declare? Yes No  This includes: Prison sentence, bind-over, caution, discharge, probation, conviction, fines, community service, punishment orders, curfew, drug treatment/testing, reparation orders, compensation.  If YES, when did this take place? What was the charge?  Are there any current criminal proceedings against you or any other members within your household?  Have you ever been disqualified from working with children and/or included on the Children’s Barred List (former list 99) or subject to sanctions imposed by a regulatory body eg DBS, GTC/NCTL?  Yes No  Do you have anything else to declare? Yes No  i.e. have you or any other members within your household been the subject of any child protection investigations, including any allegations relating to abuse, bullying, intimidation, professional malpractice or misconduct?  **IF YOU HAVE ANSWERED YES TO ANY OF THE LAST THREE QUESTIONS ABOVE, PLEASE GIVE DETAILS ON A SEPARATE SHEET AND RETURN IT TO THE SCHOOL IN A SEALED ENVELOPE ALONG WITH YOUR APPLICATION.** |

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| **DECLARATION** |
| **I have completed this application form accurately and truthfully. I have not withheld any information that could reasonably be considered relevant to my application. I understand that the appointment, if offered, will be subject to information given on this application form being correct. Providing false information with regard to this application shall disqualify me from such an appointment, or if discovered after employment, may lead to dismissal.**  **Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Full name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Date:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

**I am willing for the school to keep my information on file, in case a future role becomes available.**

** Yes  No**

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| **CONFIDENTIAL – EQUAL OPPORTUNITIES MONITORING FORM** |

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| **Monitoring Information**  **In order that we can effectively monitor recruitment detailed monitoring of applications is carried out. This necessitates collecting information regarding your gender, ethnic and any disability you may have. Your co-operation would be appreciated. This information is used solely for monitoring purposes. It will be treated as confidential and this sheet will be detached from your application form on its receipt and before shortlisting of candidates takes place. It will not be used as part of the selection process.** |

**Job Title ……………………………………………….**

**Your name ……………………………………………….**

**Female Male**

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| **White** | | **Mixed** | | **Black**  **Black British** | | **Asian**  **Asian British** | | **Other** | |
| **British** |  | **White & Black**  **Caribbean** |  |  |  | **Indian** |  | **Chinese** |  |
| **Irish** |  | **White & Black**  **African** |  | **African**  **Please specify**  **Caribbean** |  | **Pakistani** |  | **Filipino** |  |
| **Other** |  | **White & Asian** |  | **Other** |  | **Bangladeshi** |  | **Vietnamese** |  |
| **European** |  | **Any other mixed** |  |  |  | **Other** |  | **Other** |  |

**If you selected any of the ‘other’ categories, please could you specify how you would further describe yourself?**

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| **DISABILITY** |

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| **Do you consider yourself to have a disability? Yes No**  **Is there anything we need to know about your disability in order to ensure that you have a fair selection interview? Please ensure that you have told us in the Personal Details section.** |